

CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY

**Monthly Meeting
September 4, 2002 - 3:00 p.m.**

**Children & Families Commission Offices
University of California Building
550 E. Shaw, Suite 230
Fresno, CA**

CONSENT AGENDA ITEM NO. 1a

Recommendations:

Approve Commission Minutes – August 7, 2002 Meeting

MINUTES OF THE AUGUST 7, 2002 MEETING

Present: Vice Chair Luisa Medina, Secretary/Treasurer Gary Carozza, Commissioners Marion Karian, Roseanne Lascano, Kathleen McIntyre, Oscar Sablan; Executive Director Steve Gordon, Commission Counsel Nannette Stomberg

Absent: Commissioners LeeAnn Parry, Bob Waterston, and Gary Zomalt (all excused)

Vice Chair Luisa Medina called the meeting to order at 7:02 p.m.; a quorum was established.

1. Consent Agenda

- a. Approve Commission Minutes – July 3, 2002
- b. Receive Financial Report for June, 2002

Commissioner Carozza (Lascano second) moved to approve the consent agenda as presented. Motion approved unanimously.

2. Artwork Award Presentation

Anne Bouhebert, School Readiness Coordinator, introduced Justin Babauta who drew the picture chosen by the Commission for the front cover of the 2002-03 Strategic Plan. Commissioner Medina presented Justin with a \$100 savings bond for his efforts.

3. Discuss and Approve Funding Recommendations for the Child Care Mini-Grant Program

Program Operations Coordinator Kendra Rogers reviewed the criteria established for this program by the Commission, which included:

- Be a licensed child care provider (home or center based)
- Attend two class sessions, a Family Day Care Rating Scale (FDCRS, for home based providers) or Environmental Classroom Rating Scale (ECRS, for center-based providers) training and a workshop on completing the grant application.
- Do a self-assessment of their program, using the FDCRS or ECRS rating scale

June 21 was the deadline for the first round of mini-grant applications; 191 applications were submitted. Forty applications were received in Spanish, with 80 from rural providers. Six were returned to the applicant because they were incomplete. One hundred eighty five applications were reviewed by outside reviewers from the local Early Care and Education community and Commission staff. Each application was read by three individual reviewers, who submitted their comments and recommendations to Commission staff. Staff then reviewed the outside reviewers recommendations and

weighed those recommendations against the priority areas that the Commission had established:

- Providers serving children in the rural areas
- Providers serving children 0-18 months of age
- First time applicants
- Providers serving children with special needs
- Providers serving culturally and linguistically diverse populations

Staff reviewed, through Community Care Licensing, the files for all providers who are being recommended for funding to verify that their licenses were current, there were no significant or substantial violations against them, no criminal record, etc. In some cases, amounts requested in the applications were reduced based on the number of children ages 0-5 the provider was licensed to care for at one time. Items requested included early childhood education supplies and curriculum; enhancements to outdoor and/or indoor play equipment; and training to increase provider capacity. Staff will work with the providers approved for funding to ensure that the items they will purchase are developmentally appropriate and within the "best practices" as defined by the early childhood education community. Staff recommended the following 59 applications for funding, totaling \$156,677 (of the \$250,000 allocated to this program):

PROVIDER NAME / NAME OF AGENCY	PROVIDER LOCATION	AMOUNT RECOMMENDED
Josefina Alfaro Josefina Alfaro Day Care	Sanger	\$2,000
Luz Maria Alshikhaiti	Fresno	\$3,500
JoAnn Andres	Fresno	\$2,000
Elsa Antonio Antonio's Day Care	Fresno	\$2,000
Silvia Avila Avila Day Care	Coalinga	\$2,000
Karen Babauta	Fresno	\$3,000
Maria E. Barajas Barajas Day Care	Fresno	\$3,500
Delia Barriga	Coalinga	\$2,000
Edith Bidegain	Fresno	\$3,500
Rhonda Botello	Fresno	\$1,738
Debbie Cardenas Parlier Academy of Excellence	Parlier	\$5,000
Phyllis Carmona	Clovis	\$3,000
Grace Cavalla	Fresno	\$2,000
Steffanie L. Chavez	Selma	\$2,228
Stefani Dauderman	Clovis	\$1,847
Kathy Ducas	Fresno	\$2,000
Geri Ellis Ellis Child Care	Fresno	\$2,000
Patricia Falls Falls Day Care	Fresno	\$2,000

PROVIDER NAME / NAME OF AGENCY	PROVIDER LOCATION	AMOUNT RECOMMENDED
Ernestina Fuentes Fuentes Day Care	Coalinga	\$2,000
I melda Gallegos	Orange Cove	\$3,290
Elvira Godinez Godinez Day Care	Huron	\$3,500
Adelina Gonzalez	Huron	\$2,000
Diana L. Guyette	Fresno	\$1,995
Shirley Harris LaVera's Infant Day Care Nursery	Fresno	\$4,940
Tuwanda Hill	Fresno	\$2,000
Shawnaessa Hinojosa	Reedley	\$3,484
Sheri (Szot) Ingrande	Clovis	\$1,800
Sandra Sue Irissarri	Fresno	\$1,997
Marie Juarez Clovis Christian Pre School	Clovis	\$5,000
Blanca E Leon	Coalinga	\$2,000
Sue Lewelling	Fresno	\$3,500
Araceli Lopez	Parlier	\$2,000
Virginia Madrigal	Parlier	\$2,000
Martha Magnia	Fresno	\$3,500
Wendy Montejano	Fresno	\$2,000
Bertha Melendez	Reedley	\$3,500
Olga Moreno, Fresno Migrant Head Start, Huron Ctr	Huron	\$4,434
Maria D. Murillo Murillo Day Care	Coalinga	\$3,500
Amparo Navarro	Huron	\$2,000
Elaine Oberholtzer Growing Kids Enterprizes Inc.	Fresno	\$4,690
LaVonne J. Obrist	Fresno	\$1,122
Evangelina Ramos	Huron	\$2,000
Mariana Ramos Ramos Day Care	Orange Cove	\$3,500
Lilia Rangel	Mendota	\$3,500
Maria Elena Robledo	Reedley	\$1,978
Petra Rodriguez Fresno Migrant Head Start-Biola	Kerman	\$4,640
Sacred Heart Preschool	Fresno	\$1,580
Kim Sambrano	Fresno	\$2,000
Juana Penelope Sanchez	Parlier	\$2,000

PROVIDER NAME / NAME OF AGENCY	PROVIDER LOCATION	AMOUNT RECOMMENDED
Maria Solorio	Five Points	\$2,000
Evelyn Stockton Evelyn Stockton Day Care	Fresno	\$1,953
Shannon Thomas	Fresno	\$2,000
Maria Trejo	Huron	\$2,000
Isabel Vazquez	Fresno	\$2,000
Staci West	Fresno	\$3,496
Anna Williams	Fresno	\$3,000
Yolunda Williams	Fresno	\$3,500
Dena Womack	Fresno	\$1,978
JoAnn Zarate	Fresno	\$1,987
Total		\$156,677

Discussion: Vice Chair Medina stated her pleasure with the number of rural providers being recommended for funding, but asked about the 126 applicants who were not being awarded and if there would be sufficient funds remaining for the second round. She asked staff for recommendations for future funding. Rogers stated there will be approximately \$93,000 remains in the budget for the second round of funding. Rogers also stated that staff will be bringing additional recommendations to the Commission in the near future in the priority area of early care and education. Training and capacity building for child care providers, primarily family child care providers, was one of the primary concerns expressed at the community roundtables in the area of early care and education, and staff will be exploring how the Commission can best participate with funding in this area; this will include evaluation of the mini-grant program and analyzing the feedback from the readers of these applications and try to design an additional program in this area that would address the concerns of the readers (areas of knowledge and capacity of the providers in terms of child development practices, education and training) and the Commission (quality of care, capacity) to provide some type of on-going support rather than just a one-time grant.

Commissioner Carozza asked whether staff would be recommending an increase in this program, above the \$93,000 remaining. Rogers responded that staff would be recommending an additional, totally new project. The funds remaining in the current mini-grant budget will be expended through the current program, with the next applications due in December.

Vice Chair Medina asked whether the primary reason more awards were not recommended was because there was not enough money. Rogers responded that there were some concerns identified by the readers in terms of gaps in the applications. The applications not approved for funding in this round will automatically move into the next round for funding considerations. Applicants have the additional option of revising and resubmitting their applications, based on the list of "key weaknesses" identified and sent to all those not selected for funding. Medina further asked about the percentage breakdown of rural applicants being recommended for funding; Rogers responded about half.

Commissioner Sablan asked about limitations in capacity with regard to the trainings, whether it was because the classes were full. Rogers responded yes, although the classes were scheduled every two weeks, they filled quickly and there were class size

limitations for the rating scale trainings because of the instructors' desire for more individualized interactions; there was also a limited number of trainers available to provide the FDCRS/ECRS trainings. Sablan asked if the Commission should be approving additional funds for this program now, for the second round. Rogers answered that there was close to \$500,000 in requests for this round from a total budget allocation of \$250,000. Director Gordon suggested that staff complete their analysis of the program and bring recommendations for increased funding to the Commission with the next round of funding recommendations at a later date.

Commissioner Lascano asked about the new program that will be proposed, whether if there was an education component requested in the next round of mini-grant applications if that would be funded. Rogers stated that education requests through the mini-grant program would continue to be encouraged.

Commissioner Carozza asked for clarification on the applications not being recommended for funding in this round, whether they would be considered in the next round. Rogers answered that all the applications not recommended for funding at this time would automatically be carried forward for funding consideration in the next round, along with any new applications received by the December 13th deadline.

Commissioner Medina asked that staff come back next month with a summary of the readers concerns/recommendations and a recommendation for additional funding augmentation for the second round.

Commissioner Karian asked about the availability of training sessions for applicants and suggested that the Commission look at improving the capacity for these trainings. Rogers stated that this could involve trainings for training additional trainers so that additional training classes could be offered. Karian asked what was involved with training trainers and asked staff to pursue that avenue. Sablan suggested that we look at contracting with West Hills or Reedley Colleges to help provide the training.

Public Comment: None

Commissioner Carozza (Sablan second) moved to approve funding of 59 child care mini-grant applications for a total allocation of \$156,677 as recommended by staff. Motion approved unanimously.

4. Discuss and approve funding recommendations for the General Mini-Grant Program.

Rogers presented staff recommendations for the second round of general mini-grants. Thirty-eight applications were received by the June 28 deadline; one application was returned to the applicant due to inconsistencies with the mini-grant program. Thirty seven applications, as listed below, are being recommended for funding, totaling \$101,185 of the \$101,601 remaining in the budgeted amount for the year. Staff also recommends that the General Mini-Grant Program for 2002 be ended until such time as additional program decisions are made around the established priority areas and the new funding mechanisms.

Name of Agency	Items Requested	Funding Recommendation
Biola Preschool – Central USD	Create raised bed garden and purchase additional curriculum materials to address gaps identified through the Environmental Classroom Rating Scale	\$2,500

Name of Agency	Items Requested	Funding Recommendation
Centrol La Familia Advocacy	Purchase culturally relevant, age appropriate reading materials and provide technical training on their use to isolated rural families participating in the Abuelitas y Mamacitas program	\$5,000
Clovis Unified School District: Century Preschool Clovis Preschool Cole Preschool Fancher Creek Preschool Freedom Preschool Gettysburg Preschool Liberty Preschool Lincoln Preschool Maple Creek Preschool Mickey Cox Preschool Miramonte Preschool Mountain View Preschool Nelson Preschool Red Bank Preschool Riverview Preschool Sierra Vista Preschool Tarpey Preschool Temperance-Kutner Preschool Weldon Preschool	Purchase Pre-K Growing with Mathematics Kit, an age appropriate sequenced mathematics program which introduces concepts through direct, hands-on experiences while promoting social interaction; math concepts and critical thinking skills to be introduced align with California's Desired Results guidelines. Purchase quality ECE books that reflect cultural, socio-economic, language and physical diversity of children and families	\$1,500 each (\$28,500 total)
Community Youth Ministries	Create a safe outdoor play area for the existing childcare facility in order to accommodate growth in family services being provided by CYM.	\$5,000
Dry Creek Preschool – Clovis USD	Address curriculum gaps identified through the Environmental Classroom Rating Scale, including materials that can be shared at home with parents to strengthen the School/Home literacy program	\$2,500
Fresno Co. Office of Education – CalSAFE	Put on a day-long Fresno Area Teen Parent Conference for approx. 400 pregnant and/or parenting teens. Conference focus will be on staying in school, becoming a better parent, building a strong, healthy family and accessing community support for success in life	\$5,000

Name of Agency	Items Requested	Funding Recommendation
Fresno Council on Child Abuse Prevention	Hire consultant for technical assistance to develop and implement a county-wide Shaken Baby Syndrome education/media campaign in Fresno, emulating a successful program in New York. Consultant will help provide public with necessary information to eliminate this abuse	\$5,000
Fresno County Library – Youth Services Division	Purchase supplies for the literature extension resources and activities, including flannel stories, puppets, rhythm instruments, craft materials.	\$2,500
Golden Plains Unified School District	Host a one-day conference for parents of children not yet of school age to educate them on the importance of being involved in their child's education.	\$4,185
Jefferson Preschool – Clovis USD	Create raised bed garden and purchase additional curriculum materials to address gaps identified through the Environmental Classroom Rating Scale	\$1,500
Jefferson Special Educ. Preschool – Clovis USD	Develop a fully inclusive physical activity program for the special education preschool, to include expanding the play yard to be in compliance with D.S.S. licensing regulations.	\$3,500
Jumpstart	Host the “Jumpstart for a Day”, a family fair that enables the Jumpstart program, which pairs highly-trained college students or corps members with preschool children struggling in early learning programs, to reach at-risk families. The fair brings together a wide range of education activities to make parents aware of how they can help their child succeed in school.	\$5,000
Kid Transit	Purchase items for the Kid Transit program to include car seats, age-appropriate toys, books, etc.	\$5,000
Marjaree Mason Center	Replace playground equipment no longer meeting California Health & Safety Codes for children 0-5 who are residing at MMC's Homeward Bound, a secured, safe housing facility for women and their children who are victims of domestic violence and homelessness.	\$5,000

Name of Agency	Items Requested	Funding Recommendation
Pinedale Good Neighbor Center	Purchase educational materials (including outdoor bulletin boards, magnets with foods high in iron, educational placemats, educational brochures) regarding childhood obesity and anemia for families serviced by the Pinedale Good Neighbor Center on a monthly basis	\$5,000
Pinedale Preschool – Clovis USD	Create raised bed garden and purchase additional curriculum materials to address gaps identified through the Environmental Classroom Rating Scale	\$2,500
Riverdale Joint Unified School District Preschool	Implement a “Parents Helping Children” program to provide 96 low income children and their families with educational packets to help the children at home to be successful in school, develop readiness skills and positive self-esteem. The program also includes a parent education program, in the primary languages, to enable parents to be active participants in their child’s educational program	\$5,000
Selma Community Health Center	Purchase 120 new car seats and to provide car seat safety education for the family.	\$5,000
Valley Vineyard Church of God in Christ, Inc.	Purchase supplies to expand their “Free Lunch Program” to five additional sites in the community. These new sites will serve approximately 100 children 0-5 per day	\$3,500
TOTAL RECOMMENDATION		\$101,185.00

Discussion: Commissioner Medina asked when staff would be coming back with the evaluation of the mini-grant program in relation to the overall funding mechanisms. Rogers said staff was targeting the October meeting to bring recommendations for the first RFP under the new priority areas and at that time staff should have a better idea of how the mini-grant program fits into the bigger picture; money is budgeted in the FY02-03 for the mini-grant program, and staff will make recommendations on how best to fit this program into the priority areas and overall funding mechanisms.

Conflict of Interest Disclosure: Commissioner McIntyre disclosed a conflict with the Fresno Council on Child Abuse Prevention. This award was pulled from the approval list; staff was directed to bring this award back for approval at the September meeting.

Commissioner Carozza moved (Lascano second) that (1) the second round General Mini-Grants be approved as presented, with the exception of the award for the Fresno Council on Child Abuse Prevention; and (2) upon staff recommendation that the General Mini-Grant program be ended for 2002.

5. Discuss and approve co-sponsorship of Barney event with KVPT

Rogers reviewed the invitation from the local PBS affiliate, KVPT, for the Commission to partner with them to host one of five nationwide "Barney Events" targeted at low income, at-risk children. Fresno is the only site in California chosen; other locations for these events will be in Texas, Arkansas, Louisiana and Tennessee. The event is scheduled for September 21, 2002 at the new Grizzlies' Stadium in downtown Fresno. It will be free to the public, with an anticipated attendance of approximately 15,000 children and their families; community resource agencies will also be invited to have displays to advertise their services. The Commission is being asked to pay the costs associated with the use of the downtown stadium (\$10,000) and approximately \$1,000 to coordinate transportation to the event for children in the rural areas who would otherwise be unable to attend.

Discussion: Commissioner McIntyre asked whether \$1,000 was sufficient for the transportation component. Director Gordon stated this was only an estimate and actual costs were not known at this time.

Commissioner Sablan asked if the Grizzlies could absorb some of the \$10,000 cost so that those funds could be used for transportation. Rogers replied that the \$10,000 reflected a substantial reduction in the actual costs. She said that KVPT is also pursuing other sponsors to underwrite the event, but that they cannot move forward on the event until they have a commitment on the stadium. Commissioner Lascano suggested that the Children & Families Commissions in the surrounding counties be approached to be sponsors of this event.

Commissioner Carozza asked for further clarification on the transportation piece. He asked how advertising would be done for this, how the free ticket distribution would be handled, etc. Since this is an area (valley) wide event, he asked if any of the Children & Families Commissions in the surrounding counties have been approached as sponsors. Rachel Taylor, KVPT, stated that they planned on-air promotion of the event, utilizing local fast food and other outlets for ticket distribution. She also stated that additional corporate sponsors (\$5,000 and \$10,000) are being pursued, but until a commitment on securing the location is obtained, they cannot actively pursue additional funding. Director Gordon said he would contact the Commissions in surrounding counties to request they provide transportation for children in their area to attend.

Commissioner Medina asked about the transportation issue, and what the plan is to identify children in the rural areas in need of transportation. Rogers responded that the Commission was planning to work with established agencies in the rural areas, Head Start, Early Head Start, our service providers, preschools through our School Readiness funding programs, our mini-grant recipients, etc., and target these populations for Commission-coordinated transportation. Commissioner Sablan suggested also contacting school board members in these areas as the districts might be able to provide lower cost transportation. Commissioner Carozza asked about the coordination of ticket distribution through fast food outlets and our transportation efforts. Commissioner Karian questioned the appropriateness of distributing tickets through McDonald's and Rally's as to whether these businesses exist in the smaller, rural communities.

Director Gordon suggested that the transportation issue be separated from the stadium issue and be brought back to the Commission next month with more information and realistic estimates of cost.

Public Comment: Shirley Sanchez, West Fresno Crisis Center, suggested that the Commission's service providers in the rural areas be utilized as resources to identify the children/families in need of transportation, and possibly receiving a certain number of tickets for which they would provide the transportation to the event for those children and

their families. Marguerite Rocha, Centro La Familia, supported Sanchez's comments regarding working with the local CBOs in the rural communities. Joy Grado, Marjaree Mason Center, suggested that the Commission's service providers be allocated a certain number of tickets to distribute in the rural areas and that several centralized points be designated for transportation. Shirley Harris, LaVera's Infant Day Care Nursery, requested that the center based child care centers and the private sector also be included in the distribution and transportation process.

Taylor stated there also will be a reception with Barney for a selected number of children prior to the main event. Participants will be selected in a random drawing through a coloring contest sponsored by KVPT. Commissioner Carozza suggested that the 3-year old artist, Justin Babauta, honored by the Commission be the Commission's representative at the reception.

Commissioner Carozza (Sablan second) moved that the Commission allocate \$10,000 for the stadium sponsorship for the KVPT "Barney Event" September 21, 2002, and that staff be directed to bring back more information and specific costs and details on the ticket distribution and transportation issues. Motion approved unanimously.

6. Informational Item – Supplanting Policy

Director Gordon reviewed the subject of a supplanting policy in light of discussions at the State Commission level. The bottom line recommendation from the Attorney General's office is that each county adopt a policy on supplanting which will ensure fair and consistent treatment of all applicants and that the policy would be a public document. No recommendation on what the policy should include is being offered from the State Commission or the Attorney General's office.

Discussion: Commissioner McIntyre asked whether the Attorney General's office was recommending or requiring counties to adopt policies, and would there be any repercussions from the state in not having a policy in place. Gordon responded at this point it is a recommendation only and that the only repercussion would be in the vulnerability of the Commission to law suits. Commissioner Medina asked whether this issue has been taken to the Advisory Committee; Gordon responded it had not.

Commissioner Medina asked whether the State Commission has any formal stance on this issue. Gordon responded, beyond the Attorney General's Opinion 01-01 which generally explains the state legislation, the State Commission is only recommending that each county adopt its own policy. Commissioner Carozza stated he would like to direct staff draft a strong letter from this Commission to the State Commission requesting that they take the leadership role on this issue and offer some guidance to the county Commissions regarding a policy on supplantation, thus relieving the possibility of there being 58 different policies in each of the 58 counties in the state.

Staff was directed to draft a letter to the State Commission regarding some state-wide parameters for supplantation, discuss the issue with the Advisory Committee, and bring back a draft policy to the Commission in September.

7. Approve Changes to Commission Vacation and Holiday Policies

Commissioner Medina asked for questions from the Commissioners.

Discussion: Commissioner Carozza asked whether the Executive Director was the only exempt employee. Director Gordon stated that, by job description and duties, our human resource consultant has determined that all positions except Administrative Assistant and Receptionist are exempt positions. Commissioner Carozza asked that clarification on the rate at which accrued but unused paid time off would be paid out at

termination of employment be added to the policy, which would be at the current hourly rate of pay.

Commissioner Carozza (McIntyre second) moved that the changes to the vacation policy be approved, with the addition of (1) rate of pay for unused time off at termination of employment; and (2) clarifications on exempt employees, and that Caesar Chavez's birthday be added as a paid Commission holiday. Motion approved unanimously.

8. **Discuss September Meeting Date:** Discussion only; no vote taken.

9. **Public Comment**

Commissioner McIntyre asked that staff bring back some recommendations regarding agencies receiving multiple grants from the Commission. Commissioner Medina asked how soon the Commissioners can expect seeing evaluation reports on the programs being funded by the Commission. Director Gordon stated that those were available to Commissioners anytime they requested, and that summarizations of internal annual (first round) and quarterly (second round) reports can be prepared for distribution; information from the formal evaluation program will be forthcoming, but quarterly progress reports are available. Commissioner McIntyre expressed interest in receiving information on how well service providers are doing in achieving their determined objectives and outcomes. Commissioner Medina expressed interest in receiving some staff analysis on individual programs and how they are doing in achieving their goals, objectives and outcomes. Director Gordon summarized what staff will produce:

1. Report on progress/success of current service providers who request additional funding through additional programs.
2. Progress report on performance of all service providers

Child care providers asked how they could become trainers for the Family Day Care Rating Scale course; they were advised to contact staff with their interest. There was also a question about what happens when a provider encounters legitimate barriers (i.e., county or city planning agencies), what happens to funds already expended, if the awardee is required to pay it back to the Commission.

Rogers recognized staff program specialists Christina Ledesma-Lopez and George Petersen who work on a day to day basis with the Commission's service providers and intervene at the earliest stage possible with technical assistance to ensure that the providers succeed.

10. ***Adjournment: Commissioner Carozza (McIntyre second) moved to adjourn the meeting at 8:35 p.m.***